

**MINUTES OF THE REGULAR MEETING OF THE PARKING AUTHORITY OF THE TOWN OF MORRISTOWN, HELD TUESDAY, JANUARY 15, 2013, AT THE OFFICES OF THE PARKING AUTHORITY, 14 MAPLE AVENUE, SUITE 101, MORRISTOWN, NEW JERSEY, AT 6:00 P.M. PREVAILING TIME**

The meeting was called to order by Chairperson Lucia, who then announced that “Notice of this meeting was provided in accordance with a Resolution adopted by the Board of Commissioners of the Parking Authority of the Town of Morristown, New Jersey at the Reorganization Meeting on January 3, 2013, setting forth the time, date and location of each meeting. A copy of the Resolution was distributed to The Daily Record and The Star Ledger, filed with the Executive Director of the Parking Authority, posted on the Bulletin Board at the Parking Authority Office building and mailed to any person who has requested and prepaid the established fee for such mailing”.

Present: Chairperson Lucia and Commissioners Brady, Elms, Garibian\* and Gervasio

Also Present: George Fiore, Executive Director, Patrick W. Geary, Operations Manager, Robert S. Goldsmith, Esq., Parking Authority Counsel, Gerard Giosa, Level G Associates

Absent: None

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At this point Chairperson Lucia suspended the Regular Agenda to permit Mr. Giosa of Level G Associates to make a report on proposed facility improvements to the Ann Bank Street Parking Garage. Mr. Giosa advised the Board of Commissioners that the Parking Authority was looking at certain improvements to the Ann Bank Parking Garage which is approaching twenty-seven years of operation. Mr. Giosa noted that the elevators were being replaced, the work previously done by Tim Haas Associates had included proposed new signage. The signage would be an opportunity to coordinate with new elevator buttons and otherwise dress up the parking facility which is looking quite good, but could use some updates. It was determined that the existing lighting would be retained, but some additional lights would be installed and new lenses would be installed as appropriate and some two hundred lighting fixtures would have their lights replaced. In addition, the facility’s driving surface will be power washed and all parking stalls and markings painted. Mr. Giosa estimated total cost of around \$50,000 to \$55,000.

\*At this point Commissioner Garibian joined the meeting.

At this point, the Executive Director presented the Minutes of the January 3, 2013 Annual Reorganization Meeting. On motion of Commissioner Brady, seconded by Commissioner Elms, the Minutes were approved.

At this point, the Executive Director congratulated Mr. Garibian on his unanimous reappointment to the Morristown Parking Authority Board of Commissioners by the Morristown Town Council.

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The following communications were presented for the record:

Under date of January 4, 2013

To: The Star Ledger  
From: George Fiore, Executive Director

Correspondence providing Resolution No. 2-2013 and Resolution No. 3-2013 to be published in the newspaper no later than January 9, 2013. On motion of Commissioner Gervasio, seconded by Commissioner Garibian, the letter was accepted for file.

Under date of January 4, 2012

To: The Daily Record  
From: George Fiore, Executive Director

Correspondence providing Resolution No. 2-2013 and Resolution No. 3-2013 to be published in the newspaper no later than January 9, 2013. On motion of Commissioner Gervasio, seconded by Commissioner Garibian, the letter was accepted for file.

Under date of January 2, 2013

To: Mia Bailey-Allison  
From: George Fiore, Executive Director

Correspondence advising that her interest in the Morristown Parking Authority is greatly appreciated. While the Morristown Parking Authority was impressed with her credentials for the position of Part-Time Bookkeeper/Clerk/Receptionist, the Parking Authority selected another candidate for the position whose background and experience more closely met the Parking Authority's needs. On motion of Commissioner Gervasio, seconded by Commissioner Garibian, the letter was accepted for file.

Under date of January 3, 2013

To: George Fiore, Executive Director  
From: American Appraisal

Letter advising that American Appraisal has completed their analysis regarding the Morristown Parking Authority and the final reports summarizing their findings, together with a master file of fixed assets has been emailed and included on an enclosed CD. The letter further states that a client satisfaction survey will be emailed and requests that same be completed online. On motion of Commissioner Gervasio, seconded by Chairperson Lucia, the letter was accepted for file.

Under date of January 4, 2013

To: Christopher J. Grell  
The Bank of New York Mellon  
From: George Fiore, Executive Director

Letter enclosing evidence of insurance renewal for the Morristown Parking Authority for the term 01/01/13 through 01/01/14. On motion of Commissioner Gervasio, seconded by Commissioner Brady, the letter was accepted for file.

Under date of January 4, 2013

To: Christopher J. Grell  
The Bank of New York Mellon  
From: George Fiore, Executive Director

Letter enclosing Resolution No. 4-2013 designating The Bank of New York Mellon as an Official Depository for the period January 1, 2013 through December 31, 2013. On motion of Commissioner Gervasio, seconded by Commissioner Brady, the letter was accepted for file.

Under date of January 4, 2013

To: Ricardo A. Salamanca  
Union Center National Bank

From: George Fiore, Executive Director

Letter enclosing Resolution No. 4-2013 designating Union Center National Bank as an Official Depository for the period January 1, 2013 through December 31, 2013. On motion of Commissioner Gervasio, seconded by Commissioner Brady, the letter was accepted for file.

Under date of January 4, 2013

To: Bank Manager  
Bank of America  
From: George Fiore, Executive Director

Letter enclosing Resolution No. 4-2013 designating Bank of America as an Official Depository for the period January 1, 2013 through December 31, 2013. Commissioner Brady noted that the Bank of America banking relationship was the only one that did not contain the name of an individual bank manager. Commissioner Brady suggested that perhaps the Parking Authority should start a banking relationship with a more friendly bank. The other Commissioners joined in to the suggestion and the Executive Director and the Administration agreed that they would consider Somerset Hills Bank and other banks to take over the dental plan account maintained with Bank of America. On motion of Commissioner Gervasio, seconded by Commissioner Brady, the letter was accepted for file.

Under date of January 4, 2013

To: Anthony Cipullo  
GID Investment Advisers LLC  
From: George Fiore, Executive Director

Letter enclosing check in the amount of \$13,500 representing payment of parking income due for October, November and December, 2012. On motion of Commissioner Gervasio, seconded by Commissioner Brady, the letter was accepted for file.

Under date of January 4, 2013

To: Robert S. Goldsmith, Esq.  
Greenbaum Rowe Smith & Davis LLP  
From: George Fiore, Executive Director

Correspondence appointing Mr. Goldsmith as Parking Authority legal counsel for the fiscal and calendar year 2013. On motion of Commissioner Gervasio, seconded by Commissioner Garibian, the letter was accepted for file.

Under date of January 4, 2013

To: Vincent M. Montanino, RMA, PSA  
VM Associates, Inc.  
From: George Fiore, Executive Director

Correspondence appointing VM Associates, Inc. as Parking Authority auditor for the fiscal and calendar year 2013. On motion of Commissioner Gervasio, seconded by Commissioner Brady, the letter was accepted for file.

Under date of January 4, 2013

To: Gerard Giosa  
Level G Associates, LLC  
From: George Fiore, Executive Director

Correspondence appointing Level G Associates as Parking Authority Parking Consultant for the fiscal and calendar year 2013. On motion of Commissioner Gervasio, seconded by Commissioner Brady, the letter was accepted for file.

Under date of January 4, 2013

To: Gary Pulcini  
VALCO Capital, Ltd.  
From: George Fiore, Executive Director

Correspondence appointing VALCO Capital, Ltd. as Parking Authority Financial Consultant for the fiscal and calendar year 2013. On motion of Commissioner Gervasio, seconded by Commissioner Brady, the letter was accepted for file.

Under date of January 4, 2013

To: Cathy Burd  
Director of Policy & Risk Management  
From: George Fiore, Executive Director

Correspondence requesting reimbursement to the Parking Authority of the Town of Morristown in the amount of \$1,794.65 representing the County's pro rata share of the cost of the property insurance pertaining to the Garage Portion, based on ownership of the Garage Portion for the period January 1, 2013 through December 31, 2013. On motion of Commissioner Garibian, seconded by Commissioner Brady, the letter was accepted for file.

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At this point, under the Report portion of the meeting, the Executive Director presented to the Board the Report on Examination of Financial Statements Quarter ended September 30, 2012. Mr. Fiore reviewed some of the more noteworthy elements in the report. He noted that both he and Mr. Montanino were pleased with the MPA financial status. They noted that revenues were up approximately 13%. On motion of Commissioner Gervasio, seconded by Chairperson Lucia, the Board deferred action on the Report on Examination of Financial Statements for the Quarter ended September 30, 2012 until the next Board meeting.

At this point, under the Report portion of the meeting, the Executive Director presented to the Board the December 2012 Monthly Enforcement Report. On motion of Commissioner Lucia, seconded by Chairperson Garibian, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the December 2012 Vehicle Maintenance Report. On motion of Commissioner Gervasio, seconded by Commissioner Brady, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the December 2011/2012 Comparative Meter Revenue Report. On motion of Chairperson Lucia, seconded by Commissioner Brady, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the December 2011/2012 Comparative Cash Revenue Report. On motion of Chairperson Lucia, seconded by Commissioner Garibian, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the December 2011/2012 Year-to-Date Revenue Summary. On motion of Commissioner Gervasio, seconded by Commissioner Garibian, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented to the Board the November 2012 After Hours Overtime Report (G. Deal). On motion of Commissioner Gervasio, seconded by Commissioner Brady, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented to the Board the December 2012 After Hours Overtime Report (P. Geary). On motion of Commissioner Gervasio, seconded by Commissioner Brady, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented to the Board the December 2012 After Hours Overtime Report (G. Deal). On motion of Commissioner Gervasio, seconded by Commissioner Brady, the report was accepted for file.

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At this point, under the Old Business portion of the meeting, the Executive Director and counsel presented to the Board the Access Agreement for Lot 3R in the rear of the Morristown Train Station for environmental investigation. On motion of Commissioner Brady, seconded by Commissioner Garibian, the Agreement was approved and authorized for execution on the following vote:

Ayes: Chairperson Lucia and Commissioners Brady, Elms, Garibian and Gervasio  
Nays: None  
Absent: None

At this point, under the Old Business portion of the meeting, the Executive Director presented for information, the 2013 Regular Meeting Dates and Slate of Officers.

At this point, on motion of Commissioner Brady, seconded by Commissioner Garibian, the Board moved into Executive Session.

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At this point, on motion of Commissioner Garibian, seconded by Chairperson Lucia, the Board of Commissioners made the determination consistent with MPA accumulated employee sick time compensation policy Mr. Geary would be authorized to be paid 91.5 days x \$150 per diem without having to wait for his retirement in view of the amount requested of \$13,725 on the following vote:

Ayes: Chairperson Lucia and Commissioners Brady, Elms, Garibian and Gervasio  
Nays: None  
Absent: None

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The following Resolutions were presented for the record:

Resolution No. 8 -2013 - Operating Fund Bills. On motion of Commissioner Garibian, seconded by Commissioner Brady, the Resolution was adopted on the following vote:

Ayes: Chairperson Lucia and Commissioners Brady, Elms, Garibian and Gervasio  
Nays: None  
Absent: None

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There being no further business to be transacted, on motion of Chairperson Lucia, the meeting was held adjourned.

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George Fiore, Executive Director

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Margret Brady, Secretary

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Prepared By: Robert S. Goldsmith, Esq.